ST/IC/2012/2

United Nations

Index to information circulars

January 2012

Please recycle

Introduction

1. The present index to information circulars lists in alphanumeric order by symbol, together with date and subject matter, all circulars that have been issued at United Nations Headquarters since January 2011. The index is issued annually.

2. The index comprises the following sections:

(a) Information circulars, by alphanumeric symbol, issued in 2011;

(b) Information circulars listed according to subject matter.

3. The index should be read in conjunction with the index to administrative issuances (ST/IC/2012/1), which contains issuances issued under the ST/SGB/- series and the ST/AI/- series.

4. Copies of the index are available through official distribution. The index is also archived in the Official Document System, and is included in the Human Resources Handbook.

5. Comments and suggestions concerning this publication would be appreciated. They should be addressed to the Chief, Human Resources Policy Service, Office of Human Resources Management, 380 Madison Avenue, Room M-09010, New York, N.Y. 10017. They can also be sent by fax to 212-963-3898.

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Index to information circulars

A. Information circulars, by alphanumeric symbol, issued in 2011

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/32/ Amend.1	14/1/11	Internal Justice Council	See also ST/IC/2008/32
ST/IC/2008/32/ Amend.2	22/7/11	Internal Justice Council	See also ST/IC/2008/32
ST/IC/2011/1	1/11	Index to administrative issuances	Expiration date: in effect until further notice
ST/IC/2011/2	1/11	Index to information circulars	Expiration date: in effect until further notice
ST/IC/2011/3	4/1/11	After-Service Health Insurance — Eligibility for subsidy to contribution to "Medicare"	Expiration date: 30/6/12. See also ST/AI/2007/3
ST/IC/2011/4	24/1/11	Revised base salary scales for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2011/5	1/2/11	Payment of 2010 income taxes	Expiration date: 31/12/2011
ST/IC/2011/6 and Corr.1	8/3/11 16/8/11	Dependency allowances for staff in the Professional and higher categories and in the Field Service category	Expiration date: in effect until further notice. See also ST/AI/2011/5
ST/IC/2011/7	22/3/11	Designation of non-family missions and duty stations for purposes of the rest and recuperation scheme	Expiration date: 30 June 2011
ST/IC/2011/8	28/3/11	Education grant and special education grant for disabled children	Expiration date: in effect until further notice See also ST/IC/2005/25, ST/AI/2011/4 and ST/AI/2000/6
ST/IC/2011/9	1/4/11	Revised salary scales for staff in the General Service and related categories at Headquarters	Expiration date: in effect until further notice
ST/IC/2011/10	13/4/11	Hourly wage for household employees on G-5 visas and terms of permissible deductions	Superseded by ST/IC/2011/28

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/11	14/4/11	2011 competitive examination for French language teachers	Expiration date: 31/12/2011
ST/IC/2011/12	21/4/11	2011 competitive examination for Spanish language teachers	Expiration date: 31/12/2011
ST/IC/2011/13	2/5/11	Rates of daily subsistence allowance in New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9
ST/IC/2011/14	5/5/11	Language proficiency examinations, September 2011	Expiration date: 31/12/2011
ST/IC/2011/15	26/5/11	Threshold percentage for the purpose of calculating rental subsidies	Expiration date: in effect until further notice. See also ST/AI/2000/16
ST/IC/2011/16	26/5/11	Arrangements for admission to United Nations Headquarters during the 2011 comprehensive review of the progress achieved in realizing the Declaration of Commitment on HIV/AIDS and the Political Declaration on HIV/AIDS	Expiration date: 11/6/2011
ST/IC/2011/17	7/6/11	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice. See also ST/AI/1998/9 and Corr.1
ST/IC/2011/18	21/6/11	United Nations sabbatical leave programme for 2012	Expiration date: 31/12/2012. See also ST/AI/2011/1
ST/IC/2011/19	11/7/11	Designation of duty stations for purposes of rest and recuperation	Expiration date: 31 December 2011. See also ST/AI/2011/7
ST/IC/2011/20	27/7/11	Practice of the Secretary-General in disciplinary matters and possible criminal behaviour, 1 July 2010 to 30 June 2011	Expiration date: in effect until further notice
ST/IC/2011/21	11/8/11	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2011/8

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/22	12/8/11	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/AI/2010/7
ST/IC/2011/23	16/8/11	Working hours during the sixty-sixth session of the General Assembly	Expiration date: 31/12/2011
ST/IC/2011/24	22/8/11	Arrangements for admission to United Nations Headquarters during the sixty-sixth session of the General Assembly	Expiration date: 10/9/2012
ST/IC/2011/25	8/9/11	Arrangements for admission to United Nations Headquarters during the High-level Plenary Meeting of the General Assembly on the Prevention and Control of Non-communicable Diseases, to be held on 19 and 20 September 2011; the High-level Plenary Meeting of the General Assembly on the theme "Addressing desertification, land degradation and drought in the context of sustainable development and poverty eradication", to be held on 20 September; the period of the general debate, to be held from 21 to 24 September and on 26 and 27 September; and the High-level Plenary Meeting of the General Assembly to commemorate the tenth anniversary of the adoption of the Durban Declaration and Programme of Action, to be held on 22 September	Expiration date: 9/9/2012
ST/IC/2011/26	4/10/11	Membership of the Joint Harassment Prevention Boards	Expiration date: in effect until further notice. See also ST/SGB/2008/14
ST/IC/2011/27	6/10/11	Official holidays for 2012 at United Nations Headquarters	Expiration date: 31/12/2012
ST/IC/2011/28	11/10/11	Hourly wage for household employees on G-5 visas and terms of permissible deductions	Expiration date: in effect until further notice
ST/IC/2011/29	25/10/11	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2011/30	29/12/11	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/2012

B. Information circulars listed according to subject matter

I. Buildings, premises and security

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in effect until further notice
ST/IC/2009/29	10/8/09	No smoking policy at United Nations Headquarters premises	Expiration: in effect until further notice
ST/IC/2011/24	22/8/11	Arrangements for admission to United Nations Headquarters during the sixty-sixth session of the General Assembly[1]	Expiration date: 10/09/2012

II. Claims

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/24	4/6/09	Review of staff claims for dependency benefits for 2006, 2007 and 2008	Expiration date: in effect until further notice

III. Communications, archives and records

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/89	27/11/00	Procedures governing the dispatch of personal mail from United Nations offices away from Headquarters	Expiration date: in effect until further notice. See also ST/AI/368
ST/IC/2001/70	21/9/01	Revised rates for telephone and facsimile service using the United Nations global network	Expiration date: in effect until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in effect until further notice
ST/IC/2003/35	3/6/03	Registration of e-mail addresses for delivery of pay slips	Expiration date: in effect until further notice
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until further notice
ST/IC/2003/64	11/12/03	Personal emergency contact information	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice

[1] For additional information circulars on arrangements for admission to the premises during sessions of the General Assembly, see section A.

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice

IV. Conferences

No information circulars apply at present.

V. Documents and publications

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2002/70	1/11/02	Availability to Secretariat officials of official documents and publications	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new Provisional Staff Rules	Expiration date: in effect until further notice

VI. Finance

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2002/13	28/2/02	Budget constraints and support service reductions	Expiration date: in effect until further notice

VII. General office procedures

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1997/11	4/2/97	Electronic mail — directory maintenance and automatic message deletion	Expiration date: in effect until further notice
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2002/73	1/11/02	United Nations health and life insurance Internet site	Expiration date: in effect until further notice
ST/IC/2003/29	23/4/03	Performance controls of United Nations Internet services	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2003/35	3/6/03	Registration of e-mail addresses for delivery of pay slips	Expiration date: in effect until further notice
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until further notice
ST/IC/2003/64	11/12/03	Personal emergency contact information	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice

VIII. Human resources

1. Administration-staff relations

No information circulars apply at present.

2. Allowances, entitlements and grants

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/90 and Corr.1 Add.1 Amend.1	5/12/00 27/6/01 12/12/06 12/4/07	Rental subsidies and deductions	Expiration date: in effect until further notice. See also ST/AI/2000/16 (as amended by ST/AI/2004/4) and ST/IC/2011/15
ST/IC/2005/25	12/5/05	Education grant and special education grant for children with a disability	Expiration date: in effect until further notice. See also ST/AI/2011/4, ST/AI/2000/6 and ST/IC/2011/8
ST/IC/2006/60	28/12/06	Relocation grant (lump-sum option for unaccompanied shipments) — Rates	Expiration date: in effect until further notice
ST/IC/2011/29	25/10/11	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2011/15	26/5/11	Threshold percentage for the purpose of calculating rental subsidies	Expiration date: in effect until further notice. See also ST/AI/2000/16 and ST/IC/2000/90, Corr.1, Add.1 and Amend.1

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/6 and Corr.1	8/3/11	Dependency allowances for staff in the Professional and higher categories and in the Field Service category	Expiration date: in effect until further notice. See also ST/AI/2011/5
ST/IC/2009/8	19/1/09	Post adjustment classification for New York	Expiration date: in effect until further notice
ST/IC/2009/24	4/6/09	Review of staff claims for dependency benefits for 2006, 2007 and 2008	Expiration date: in effect until further notice
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1
ST/IC/2011/8	28/3/11	Education grant and special education grant for disabled children	Expiration date: in effect until further notice. See also ST/AI/2011/4, ST/AI/2000/6 and ST/IC/2005/25
ST/IC/2011/13	2/5/11	Rates of daily subsistence allowance in New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9

3. Appeals

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/17	7/6/11	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2008/32, Amend.1 and Amend.2	23/6/08 14/1/11 22/7/11	Internal Justice Council	Expiration date: in effect until further notice

4. Appointments, placement and promotion

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/86	14/11/00	Multilingualism	Expiration date: in effect until further notice
ST/IC/2005/17	11/3/05	Staff selection system	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/34 and Add.1 Amend.1	1/7/08 3/3/10 30/6/10	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice. See also ST/SGB/2011/7
ST/IC/2011/21	11/8/11	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2011/8

5. Attendance, leave and working hours[1]

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2005/8	26/1/05	Implementation of the change in the annual leave cycle	Expiration date: in effect until further notice. See also ST/SGB/2004/16
ST/IC/2011/18	21/6/11	United Nations sabbatical leave programme for 2012	Expiration date: 31/12/2012. See also ST/AI/2011/1
ST/IC/2011/27	6/10/11	Official holidays for 2012 at United Nations Headquarters	Expiration date: 31/12/2012

6. Delegation of authority

No information circulars apply at present.

7. Disciplinary matters

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2002/25	29/4/02	Practice of the Secretary-General in disciplinary matters, 2000-2002	Expiration date: in effect until further notice. See also ST/SGB/2000/14
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2004/28	26/7/04	Practice of the Secretary-General in disciplinary matters, 2002-2003	Expiration date: in effect until further notice. See also ST/SGB/2000/14
ST/IC/2005/19	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
ST/IC/2005/51	30/8/05	Practice of the Secretary-General in disciplinary matters, 1 January 2004-30 June 2005	Expiration date: in effect until further notice

[1] For the information circular on working hours during sessions of the General Assembly, see section A.

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2006/48	31/7/06	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour. 1 July 2005-30 June 2006	Expiration date: in effect until further notice
ST/IC/2007/47	31/8/07	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour. 1 July 2006-30 June 2007	Expiration date: in effect until further notice
ST/IC/2008/41	15/8/08	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour. 1 July 2007-30 June 2008	Expiration date: in effect until further notice
ST/IC/2009/30	18/8/09	Practice of the Secretary-General in disciplinary matters and cases of criminal behaviour. 1 July 2008-30 June 2009	Expiration date: in effect until further notice
ST/IC/2010/26	7/9/10	Practice of the Secretary-General in disciplinary matters and possible criminal behaviour. 1 July 2009 to 30 June 2010	Expiration date: in effect until further notice
ST/IC/2011/20	27/7/11	Practice of the Secretary-General in disciplinary matters and possible criminal behaviour. 1 July 2010 to 30 June 2011	Expiration date: in effect until further notice
ST/IC/2011/26	4/10/11	Membership of the Joint Harassment Prevention Boards	Expiration date: in effect until further notice. See also ST/SGB/2008/14

8. Duties and obligations

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/2002/38	14/6/02	Privileges and immunities — Requests by local authorities to interview staff	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2003/17	11/3/03	Our core values prohibit discrimination and harassment	Expiration date: in effect until further notice. See also ST/SGB/2002/13
ST/IC/2004/31	6/8/04	Permanent residence in the United States of America — waiver of rights, privileges, exemptions and immunities	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/38	9/9/04	Host country travel regulations — Iraqi nationals	Expiration date: in effect until further notice

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2004/39	9/9/04	Procedures regarding citations for motor vehicle infractions	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	Host country travel regulations — Libyan nationals	Expiration date: in effect until further notice
ST/IC/2005/19	24/3/05	Reporting of suspected misconduct	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	Host country travel regulations — Russian nationals	Expiration date: in effect until further notice
ST/IC/2005/66	14/12/05	Preparations for a possible transit strike	Expiration date: in effect until further notice
ST/IC/2006/10	31/1/06	Host country travel regulations — Vietnamese nationals	Expiration date: in effect until further notice
ST/IC/2006/19	23/5/06	Licensing procedures for non-United States citizens	Expiration date: in effect until further notice
ST/IC/2006/30	16/8/06	Outside activities	Expiration date: in effect until further notice
ST/IC/2006/31	16/8/06	Honours, gifts or remuneration from outside sources	Expiration date: in effect until further notice
ST/IC/2006/33	21/8/06	Revised procedures for picking up official documents processed by the Host Country Affairs Section of the United States Mission to the United Nations	Expiration date: in effect until further notice
ST/IC/2007/51	26/12/07	New travel regulations for foreign nationals entering Japan	Expiration date: in effect until further notice

9. Job classification system

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/17	7/6/11	Membership of the New York General Service Classification Appeals Committee	Expiration date: in effect until further notice. See also ST/AI/1998/9 and Corr.1 (English only)

10. General

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1999/111	29/12/99	Mental health — Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2010/17	10/6/10	After-school recreation and study programme for United Nations children	Expiration date: in effect until further notice
ST/IC/2010/19	21/6/10	Human Resources Handbook	Expiration date: in effect until further notice

11. Medical and other insurance

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/1999/111	29/12/99	Mental health — Medical and employee assistance facilities	Expiration date: in effect until further notice. See also ST/AI/372
ST/IC/2002/63 and Amend.1	27/9/02 14/7/03	United Nations group life insurance plan	Expiration date: in effect until further notice. See also ST/AI/2002/6
ST/IC/2004/4	23/1/04	Conflict resolution in the United Nations Secretariat	Expiration date: in effect until further notice
ST/IC/2005/55	4/10/05	New claims administration service from Aetna for medical services rendered outside the United States of America	Expiration date: in effect until further notice. See also ST/IC/2006/22
ST/IC/2006/21	31/5/06	United Nations group life insurance plan	Expiration date: in effect until further notice. See also ST/AI/2002/6 and ST/IC/2002/63
ST/IC/2011/3	4/1/11	After-Service Health Insurance — Eligibility for subsidy to contribution to "Medicare"	Expiration date: 30/6/12
ST/IC/2011/30	30/12/11	Vanbreda medical, hospital and dental insurance programme for staff members away from Headquarters	Expiration date: 31/12/12

12. Pensions, post-retirement services and employment beyond retirement

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/22	12/8/11	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2011/4 and ST/IC/2009/8

13. Post adjustment

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/8	19/1/09	Post adjustment classification for New York	Expiration date: in effect until further notice

14. Salary scales and payments

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/22	12/8/11	Pensionable remuneration for staff in the Professional and higher categories and for staff in the Field Service category	Expiration date: in effect until further notice. See also ST/IC/2011/4 and ST/IC/2009/8
ST/IC/2009/8	19/1/09	Post adjustment classification for New York	Expiration date: in effect until further notice. See also ST/IC/2011/4
ST/IC/2011/4	24/1/11	Revised base salary scales for staff in the Professional and higher categories and staff in the Field Service category	Expiration date: in effect until further notice
ST/IC/2011/9	1/4/11	Revised salary scales for staff in the General Service and related categories at Headquarters	Expiration date: in effect until further notice
ST/IC/2011/28	11/10/11	Hourly wage for household employees on G-5 visas and terms of permissible deductions	Expiration date: in effect until further notice

15. Staff regulations and rules

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/26	6/7/09	Issuance of Secretary-General's bulletins, administrative instructions and information circulars following the promulgation of the amended Staff Regulations and new provisional Staff Rules	Expiration date: in effect until further notice
ST/IC/2010/31	13/10/10	Index to the Staff Regulations and provisional Staff Rules	Expiration date: in effect until further notice

16. Training, career development and examinations

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2000/86	14/11/00	Multilingualism	Expiration date: in effect until further notice
ST/IC/2008/17	4/4/08	United Nations internship programme	Expiration date: in effect until further notice. See also ST/AI/2000/9

17. United States taxes[1]

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2008/27	28/5/08	United States 2008 economic stimulus payments	Expiration date: in effect until further notice

18. Visa

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2001/27 and Amend.1	10/4/01 25/8/08	Visa status in the United States of America	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2004/8	27/1/04	United States Visitor and Immigrant Status Indicator Technology	Expiration date: in effect until further notice
ST/IC/2004/14	24/3/04	Filing of petitions for special immigrant classification and/or applications for lawful permanent resident status in the United States of America	Expiration date: in effect until further notice
ST/IC/2004/31	6/8/04	Permanent residence in the United States of America — waiver of rights, privileges, exemptions and immunities	Expiration date: in effect until further notice. See also ST/AI/2000/19
ST/IC/2007/43	22/10/07	Visa status while on mission service	Expiration date: in effect until further notice
ST/IC/2008/11	31/1/08	Revalidation of visas	Expiration date: in effect until further notice
ST/IC/2011/28	11/10/11	Hourly wage for household employees on G-5 visas and terms of permissible deductions	Expiration date: in effect until further notice
ST/IC/2009/42	1/12/09	Employment of household employees for whom a G-5 visa has been requested or obtained	Expiration date: in effect until further notice. See also ST/IC/2011/28

[1] For the information circular on payment of 2010 income taxes, see section A.

IX. Library

No information circulars apply at present.

X. Missions

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1

XI. Organizational structure

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/17	7/6/11	Membership of the New York General Service Classification Appeals Committee	Expiration date: 25/4/2002. See also ST/AI/1998/9 and Corr.1 (English only)
ST/IC/2000/80	18/10/00	United Nations garage: Chairman of the Garage Review Board	Expiration date: in effect until further notice
ST/IC/2008/34 and Add.1 Amend.1	1/7/08 3/3/10 30/6/10	Membership of the Central Review Board, Committee and Panel at Headquarters	Expiration date: in effect until further notice. See also ST/SGB/2011/7
ST/IC/2011/21	11/8/11	Membership of the Senior Review Group	Expiration date: in effect until further notice. See also ST/SGB/2011/8
ST/IC/2011/26	4/10/11	Membership of the Joint Harassment Prevention Boards	Expiration date: in effect until further notice. See also ST/SGB/2008/14

XII. Property and supplies

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1999/14	9/2/99	Guidelines for ergonomic workstations and work with computers	Expiration date: in effect until further notice
ST/IC/2005/11	18/2/05	Mobile communication devices for official work	Expiration date: in effect until further notice

XIII. Protocol

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2003/41	30/6/03	Communications and contacts with host country authorities	Expiration date: in effect until further notice

XIV. Travel and transportation

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/1997/90	26/12/97	Insurance requirements for senior officials entitled to diplomatic privileges and immunities [motor vehicles]	Expiration date: in effect until further notice
ST/IC/1999/99	29/11/99	Excess baggage, shipments and insurance	Expiration date: in effect until further notice. See also ST/AI/1999/15
ST/IC/2000/70	21/9/00	Medical evacuation	Expiration date: in effect until further notice. See also ST/AI/2000/10
ST/IC/2001/43 and Add.1 Amend.1 Amend.2 Amend.3	13/6/01 7/2/02 27/6/05 24/5/06 10/8/07	Official travel	Expiration date: in effect until further notice. See also ST/AI/2000/20
ST/IC/2003/40	24/6/03	Transportation of privately owned automobiles: list of countries and territories to which such transportation may be partially reimbursed	Expiration date: in effect until further notice. See also ST/AI/1999/15
ST/IC/2004/38	9/9/04	Host country travel regulations — Iraqi nationals	Expiration date: in effect until further notice
ST/IC/2004/39	9/9/04	Procedures regarding citations for motor vehicle infractions	Expiration date: in effect until further notice
ST/IC/2005/15	8/3/05	Host country travel regulations — Libyan nationals	Expiration date: in effect until further notice
ST/IC/2005/59	31/10/05	Host country travel regulations — Russian nationals	Expiration date: in effect until further notice
ST/IC/2006/10	31/1/06	Host country travel regulations — Vietnamese nationals	Expiration date: in effect until further notice
ST/IC/2006/60	28/12/06	Relocation grant (lump-sum option for unaccompanied shipments) — Rates	Expiration date: in effect until further notice
ST/IC/2011/29	25/10/11	Rates of reimbursement for travel by private motor vehicle	Expiration date: in effect until further notice. See also ST/AI/1998/2
ST/IC/2009/25	15/6/09	Classification of duty stations and special entitlements for staff members serving at designated duty stations	Expiration date: in effect until further notice. See also ST/AI/2007/1 and Amend.1

Symbol	*Date issued*	*Subject*	*Remarks*
ST/IC/2011/13	2/5/11	Rates of daily subsistence allowance in New York, Geneva and Vienna	Expiration date: in effect until further notice. See also ST/AI/1998/3, as amended by ST/AI/2003/9

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